

**WINNIPEG REGIONAL HEALTH AUTHORITY  
POSITION DESCRIPTION (Non-Management)**

**DATE:** September 7, 2011  
Revised June 14, 2017

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**POSITION TITLE:** Community Facilitator  
**PROGRAM:** Community Development

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**CLASS:** 30002091  
**UNION:** MAHCP

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**SUPERVISOR'S TITLE:** Community Area Director (or delegated team manager)

**SUPERVISORY RESPONSIBILITIES:** Direct WRHA and partner volunteers, youth employees hired on short-term grants and students.

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**EDUCATION:**

- BSW, OT, PT, BSc PN, RPN, BN, RN, SLP, RD, or related health/human service degree required.

**EXPERIENCE:**

- Minimum of 4 years' experience in community development, community mobilization work.
- Experience in promoting health from a social determinant of health and health equity lens.
- Experience in community mobilization and community building.
- Experience working within a community-based organization with a diverse range of community groups and with vulnerable populations.
- Strong collaboration skills with demonstrated knowledge and experience working with individuals, families, groups, and communities, including community organizing, community building, empowerment models, conflict resolution and facilitation.
- Experience with equity-based models is required.
- Experience in volunteer management an asset.
- Experience in program development, implementation and evaluation an asset.
- Knowledge of computers including a working knowledge of Microsoft Office, Access, Excel and others essential.
- Excellent communication, organizational, and team skills essential.

**PHYSICAL DEMANDS:**

Must be able to physically access and work in a variety of community environments.

**OTHER:**

- Must own or have suitable access to transportation suitable for performance of duties.

## **LICENCES, REGISTRATIONS:**

- Must be registered with professional association as applicable.
- If successful applicant is a Registered Dietitian, must be a graduate of a recognized dietetic internship program accredited by Dietitians of Canada.

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## **MAIN FUNCTION:**

“Community development strengthens the bonds between people resulting in an increased capacity to work towards common goals. Community development principles and processes therefore, can be used as a means of strengthening and building healthy organizations and communities. It is an approach to supporting health and wellbeing that can integrate with and complement health service delivery. The WRHA Community Development framework includes:

- ✓ The promotion of organizational development (WRHA)
- ✓ The facilitation of networking and intersectoral collaboration, and;
- ✓ The support and facilitation of public participation initiatives and facilitation of local area development.”

(WRHA Community Development and Public Participation Position paper, 2017)

The Community Facilitator participates in local community development activities and select regional activities. The community facilitator works with interagency, intersectoral, and Support Services for Seniors WRHA funded services, Winnipeg Integrated Services and citizen networks in the community area. The Community Facilitator provides leadership to community area staff working in all program areas incorporating community development principles and processes in their everyday work. The community facilitator links with community development work with other WRHA funded agencies and community groups in the community area.

Community Facilitators further build upon the articulation of health as a concept that includes the "capacity of people to adapt to, respond to, or control life's challenges and changes". Community development considers a population health perspective and engaging community is essential for understanding and addressing the determinants of health and health inequities.

## **POSITION DUTIES AND RESPONSIBILITIES:**

Under the direction of the WRHA Community Area Director or delegated team manager, the Community Facilitator engages in community development activities through the promotion and support of WRHA organizational development activities, the facilitation of networking and intersectoral collaboration, and the facilitation of local area development. These activities focus on building capacity within the community area (and therefore promoting good health) and supporting regional initiatives.

## **Locality Development**

- Facilitates and supports the community/neighbourhood and its representatives in the process of identifying and addressing community needs. Shares population health information/evidence with the community.
- Identifies opportunities for locality development and supports community development activities initiated by local groups and assists them in linking with other appropriate supports as required.
- Promote health and healthy communities, by sharing health promotion knowledge and resources with the community that enables community action.
- Links all community development work with other WRHA funded agencies and community groups in the community area.
- Maintains a supportive and enabling relationship with the WRHA funded Support Services to Seniors programs; Provides community development assistance as required by the WRHA funded Support Services for Seniors organizations; Assists with linking Support Services for Seniors services with other locality development activities in the community area; Seeks out opportunities to link these services with other community development activities; Acts as a local contact for all Support Services to Seniors.
- Supports local volunteer recruitment and management as well as other local initiatives.
- Identifies and facilitates partnerships with community agencies, groups and organizations and develops relationships with individuals and community groups.
- Assists neighborhood organizing and promotes community events/ activities.
- Collaborates with and supports WRHA community area staff and program specialists to incorporate community development principles into service delivery.
- Maintains an awareness of the local issues that may arise with the WRHA Local Health Involvement Groups; assists in recruitment for the Local Health Involvement Groups and Advisory Councils; Improves the health status and well-being of the community's members by fostering independence, accountability and solidarity.
- Supports groups to develop skills and group work methods (identifying and setting goals, carrying out assessments etc.) and assist them in finding the resources they need to reach their goals.
- Supports linkages between staff, community and between citizens and resources.
- Communicates local issues to the Community Area Directors/applicable program teams on an ongoing basis.
- Facilitates and administers Healthy Together Now.

## **Networking and Intersectoral Collaboration**

- Identifies and participates with existing intersectoral, interagency and resident networks.
- Builds and facilitates relationships with individuals and agencies to support a healthy community.
- Works with existing interagency, intersectoral, and citizen networks in the community area and encourage linkages with all community development work in the community area.

- Facilitates the development and maintenance of effective networks and works within networks to achieve network goals and evaluate outcomes.
- Supports public engagement activities of the WRHA, Winnipeg Integrated Services and other service sectors.

### **Organizational Development**

- Provides leadership to community area staff in incorporating community development principles in their everyday work.
- In collaboration with Population and Public Health, Community Facilitators educate, assist, support and work together to ensure that a community development lens is used.
- Collaborates with funded organizations in the community area with their community development activities.
- Participates in regional community development projects.
- Supports and consults with community area staff and program specialists in their work particularly as it relates to community development and equity.
- Provides assistance with regional public engagement (e.g. community health assessment/strategic planning) specific to the community area.
- Assists with development of volunteer opportunities, recruitment, training, supervision, performance management, and acknowledgement of community area volunteers.

### **Other Related Duties**

- Supervises WRHA students and youth engaged in community development activities within the community area including participation with recruitment and evaluation of performance.
- Seeks professional development opportunities
- Provides orientation to new staff, Winnipeg Integrated Services staff and students in the community area with a specific emphasis on community development.
- Contributes to the development of regional community development training and inservices.
  - Participates in community area planning and quality initiatives.
  - Maintains MIS community development activity data as required by the region.
  - Participates in regional and /or provincial working groups and committees. Participates in activities and initiatives that support the community area integrated services.
  - adheres to all safety and health regulations and safe work practices.
  - May be required to perform other duties and functions related to this job description not exceeding above stated skills and capabilities.